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cc: Admin



February 24, 2010

Dear Transportation Provider:

The Federal Transit Administration (FTA) is again making funding available to the State of New Jersey for the purchase of equipment for the transportation of senior citizens and people with disabilities under the FTA Section 5310 Grant Program. Funds can also be requested for mobility management projects. NJ TRANSIT is designated to coordinate and review all applications and prepare a consolidated statewide application to FTA. This application covers two years of funding. The application allows you to apply for vehicles/funding under the FY2009 grant. It also allows you to request vehicles/funding under the FY2010 grant cycle which we anticipate Congress to fully fund shortly. **Be aware that in order to be selected you must be an active participant in the county coordination planning process under United We Ride. Read the application carefully and be sure that your local designated planning lead is aware of your desire to participate in the planning process and your intent to apply.**

**The grant process consists of four phases.** The **first phase** is completion of an application to NJ TRANSIT. The **second phase** is the review process where a number of applications are selected for inclusion in the federal grant. The **third phase** is the federal review and grant approval process. In **phase four**, after receiving the federal grant approval, the vehicles are purchased and delivered to NJ TRANSIT. NJ TRANSIT, in turn, then enters into a no-fee agreement with the approved applicants. **For planning purposes, the entire process from application to vehicle delivery can take eighteen months to two years. Mobility Management projects will be similar except that, in most cases, NJ TRANSIT will enter into agreements with the applicant directly and the applicant, not NJ TRANSIT, will expend non-capital dollars and seek reimbursement from NJ TRANSIT.**

This year's application is available online at: <http://www.njcttp.org> Click on the **UNITED WE RIDE** tab on the left hand side. Under **United We Ride** you will find several documents. You will find the 1) Section 5310 State Management Plan which describes how NJ TRANSIT administers the grant; 2) The FY09/FY10 Section 5310 grant application; 3) a copy of this cover letter and 4) a copy of the Press Release distributed by NJ TRANSIT to newspapers throughout the State.

If interested in applying this year, please download the application and complete. **DO NOT TRY TO COMPLETE ONLINE.** Once you open the application please save on your computer and complete the application at your leisure. **When you complete the application print out two copies with original signatures and mail to the address below.** If you do not have Internet access you can request an application by writing to the address below or fax NJ TRANSIT at 1-973-461-4432 or call 973-491-7372.

NJ TRANSIT - Local Programs and Minibus Support  
One Penn Plaza East, 4<sup>th</sup> floor  
Newark, NJ 07105-2246  
Attn: Anna Magri, Manager – Section 5310 Program

**ALL APPLICATIONS MUST BE POSTMARKED BY MONDAY, MARCH 22, 2010. Incomplete applications will not be reviewed. NJT REQUIRES TWO COPIES OF ALL APPLICATIONS.** When applying, please consider that insurance, fuel, and maintenance costs of operating a vehicle are significant and you should carefully consider the vehicle type that best fits your needs and budget.

Thank you for your interest in the program. If you have any questions, call 973-491-7372 or email us at [GRANT5310@NJTRANSIT.COM](mailto:GRANT5310@NJTRANSIT.COM) and you will be directed to the appropriate staff person.

Sincerely,

*Robert P. Koska*

Robert P. Koska, Director  
Local Programs & Minibus Support